

Training and Technical Assistance Plan 2023-2024

The City of San Antonio, Department of Human Services, grant recipient of an Early Head Start-Child Care Partnership (DHS EHS-CCP) grant, contracts with eight direct service providers (six child care service providers and two health care service providers) which collectively employ approximately 100 professionals (including substitutes, floaters, and part-time staff) to provide high-quality infant and toddler program services to 216 children and their families.

DHS EHS-CCP retains primary responsibility for providing ongoing training and technical assistance. Staff collaborates with child care service providers in the development of annual training plans to ensure needed trainings support the direct service staff in the delivery of high-quality services. This system ensures staff and families have access to ongoing training opportunities.

The 2023– 2024 Training and Technical Assistance Plan (T&TA) reflects activities provided during the 2022-2023 program period and planned training and development for the 2023-2024 program year. Through this application, DHS is applying for \$64,800 training and technical assistance funds, for the awarded project period from August 1, 2023 – July 31, 2024

Section 1: Planning for Training

On an annual basis, DHS EHS-CCP and each child care service provider identify, prioritize, and develop a plan for the provision of training, based on the needs of staff, parents and children. Child outcome data, family assessment information, monitoring data, Classroom Assessment Scoring System (CLASS) data, self-assessment data, staff and parent surveys, training evaluation forms and child care licensing compliance history are utilized to identify program-wide training needs. The training plans developed yearly meet or exceed the requirements of the Head Start Performance Standards, Head Start Act, Texas Child Care

Licensing, and other regulations.

Section 2: Professional Development & Training

DHS EHS-CCP implements a comprehensive professional development plan that includes national and local conferences and workshops, orientation training, pre-service training, onsite training during the program year, and online trainings and webinars. Professional development opportunities will be presented in a virtual format as well as in person moving into the 2023-2024 program year. The professional development plan centers on the following five areas of focus and are presented in detail in the tables below: Quality Teaching and Learning, Family & Community Engagement, Health & Safety, Program Leadership, and Wellness Support.

DHS EHS-CCP and each child care service provider ensures that at the beginning of employment, all new program staff receives orientation. Each agency currently provides an orientation to all new staff which meets their organizational expectations and Child Care Licensing Minimum Standards. DHS EHS Early Education Service Mentors continued to finalize and fine tune recorded sessions to be used at the child care centers for Onboarding of new EHS-CCP staff. Sessions focus on the goals and philosophy of Head Start, the mission and vision of the DHS EHS-CCP Program, Standards of Conduct, Disabilities and Wellness Services, Approach to School Readiness, the School Readiness Plan of Action, Head Start Early Learning Outcomes Framework, and Parent Family and Community Engagement Framework.

In addition to the new staff orientation, the DHS EHS-CCP program, in collaboration with the child care service providers, conduct an in-service event prior to the new program year beginning. DHS EHS-CCP program staff hosted a three-day in-service event at the beginning of the 2022-2023 program year with over 90 child care service provider staff attending. Topics

included new program year expectations, Infant/Toddler CLASS data review, wellness and self-care strategies and activities. In addition, a special session was presented in collaboration with the EHS Monitor and Early Education Services team to take the teachers through a data walk of education monitoring from the 2021-2022 program year. The presentation included monitoring data, pictures and discussion on areas needed for improvement and areas to celebrate. Rounding out the event, First Three Years (F3Y) provided an overview and introduction to Reflective Supervision. This was well received, and DHS has a contractual agreement to continue the collaboration of infant/toddler training as well as a robust training and technical assistance plan on Reflective Supervision across the Head Start Division.

DHS EHS-CCP staff and parents have opportunities throughout the program year to attend training events and conferences, including local, regional, and national conferences and workshops. The opportunity to attend additional conferences, workshops, and trainings arises throughout the program year based on identified program and/or individual needs.

DHS EHS-CCP and the child care service providers offer various training opportunities throughout the program year using a variety of training methods and consultants including online modules, webinars, scheduled trainings, conferences, and events. Training delivery methods primarily were virtual the past program year as in person trainings were slowly reintroduced. In-person trainings will be re-assessed in August for the 2023-2024 program year. All decisions will be based on the local guidance of Metro Health, City leaders and CDC. Topics and number of participants may vary based program and/or individual needs and all topics fall within the five areas of focus.

The program has professional networks and services to assist staff in continuing their education goals including completion of additional coursework, obtaining a degree, or becoming credentialed. These professional educational opportunities are designed to build staff capacity and

to meet the requirements of the Head Start Act, the Head Start Performance Standards, DHSEHS-CCP policies and furthering staff's education.

The program builds capacity within both DHS EHS-CCP staff and child care service providers. The program values staff pursuits of various training certifications to grow trainers and leaders within specific service areas. DHS EHS-CCP management staff currently holds certifications and trainer status in the following:

- Playground Safety
- Car Seat Proxy Technician and Technicians
- Infant CLASS-Reliability and Trainer status
- Toddler CLASS-Reliability and Trainer status
- Pre-K CLASS Reliability and Trainer status
- Family Service Credential and Trainer status
- NAEYC – Developmentally Appropriate Practices
- Program for Infant/Toddler – (PITC)
- Period of PURPLE Crying
- Child Care Health Consultant
- Early Childhood Outdoor Learning Environments
- ASQ and ASQ-S/E Trainer status
- Infant Mental Health Endorsement Category II
- CPR/First Aid Trainer status
- Pyramid Model Trainer status

DHS EHS-CCP staff uses their knowledge, skills, and abilities to provide quality trainings and technical assistance to the child care service providers and families to ensure the program builds knowledge and best practices.

DHS EHS-CCP program continues to use the Infant and Toddler CLASS tools to measure teacher/child interaction to collect data for driving decisions for ongoing professional development. In-person CLASS observations were conducted in the fall of 2022 with all considerations of COVID-19. Moving into the 2023-2024 program year, DHS EHS-CCP will consider all aspects of COVID-19 and community levels prior to making a determination of conducting classroom observations.

The program continues the approach of six designated half-day professional development days held over the course of the program year to deliver high quality professional development. Child care service providers close the centers at noon for all staff (those in EHS-CCP classrooms and those in non-EHS-CCP classrooms when applicable) to attend specified four-hour trainings. Due to COVID-19, all half-days have been delivered virtually during the 2022-2023 program year. Parents have been strongly supportive of the idea and plans are to continue the approach in the 2023-2024 program year. Table 3 indicates the six half-day professional development days and topics presented during the 2022-2023 program year.

Table 3. 2022-2023 Half-Day Professional Development Days

Date	Topics
September 16, 2022	<ul style="list-style-type: none"> ▪ Staff participated in the TXAEYC annual conference experiencing various professional development opportunities
October 21, 2022	<ul style="list-style-type: none"> ▪ Intro in to Pyramid Model: Tips for Working with Infants and Toddlers
November 18, 2021	<ul style="list-style-type: none"> ▪ F3Y-Ethics in Early Childhood ▪ F3Y-Relationships in Early Childhood & The Parallel Process ▪ Oral Health & Toothbrushing
February 17, 2023	<ul style="list-style-type: none"> ▪ F3Y- Brain Architecture Game & Impact of Trauma and Brain Development
March 31, 2023	<ul style="list-style-type: none"> ▪ F3Y- Impacts of Trauma on Families on Child Behavior
May 19, 2023	<ul style="list-style-type: none"> ▪ F3Y- Secondary Trauma and Professional Wellbeing

A priority of the EHS-CCP Program is the implementation of The Pyramid Model. The Pyramid Model Framework will provide the EHS-CCP program needed tools, strategies and supports to ensure the workforce is able to adopt and sustain evidence base practices and learn various strategies to reframe those behaviors that challenge us and see them as a means of communication. Working through a multi-year contract with the Teaching Consortium will

provide the needed foundation, planning and implementation for the EHS-CCP Program. Trainings, consultations and train the trainer models are included in the very intentional plan. All EHS-CCP staff, DHS, and child care service providers will have opportunities to engage at various levels of training.

The DHS EHS-CCP Early Education Services team will provide support to Peer Coaches and child care staff to ensure strategies and practices that support each tier of the Pyramid Model are being implemented. Family Support and Home Visitors will work to share recommended strategies to families as needed in a preventive approach and/or as a response to request. Each position with the EHS-CCP Program will have the needed tools and resources available to share with families.

DHS Head Start provides Family Service Credential (FCS) training for all family support service staff within eighteen months of hire. The Family Service Credential is a comprehensive, competency and credit-based training designed to support direct service family support staff in their work with children and families.

Additionally, DHS EHS-CCP provides ongoing support for child care service providers' staff and program parents to obtain and renew their Child Development Associate Credential. All six of the EHS-CCP child care providers have had or currently have staff working on either their CDA or AA degree through the T.E.A.C.H. program offered through the TXAEYC. T.E.A.C.H. is an evidence-based strategy that provides scholarships to assist with course tuition, books, CDA assessment fee, completion bonus and commitment from sponsoring child care centers to increase compensation for completion.

DHS Head Start continues to have a contract in place to offer enrolled parents the opportunity to complete their CDA through the T.E.A.C.H. program.

Section 3: Parent Leadership Programs and Training

DHS EHS-CCP has implemented several parent programs and initiatives available throughout the program year to support parents and empower them to serve as not only leaders in their families but also in the community.

DHS EHS-CCP utilizes ReadyRosie as its research-based parenting curriculum. ReadyRosie builds on parents' knowledge and provides tools that are focused on equipping and engaging families and caregivers of children 0-6 years old. The curriculum includes a one-year subscription for the digital tool provided to all DHS EHS-CCP parents and staff through text, email, or smart phone app. Subscribers receive "Modeled Moments" of real families, rather than actors, engaging in learning activities within the context of their own homes, grocery stores, restaurants, and cars. In addition to the digital tool, DHS EHS-CCP implements the ReadyRosie Family Workshops. Initiated during the 2018-2019 school year, the six session workshop series for parents and caregivers addressed positive discipline strategies, healthy routines, language development, developmental milestones, fostering play and social emotional development. For the 2022-2023 program year, DHS EHS Early Education Services (EES) and Family and Community teams collaborated to facilitate the ReadyRosie Family Workshops. This collaboration provided parents with the opportunity to discuss their child's development and identify strategies that can be implemented in the home environment to support parent-child interactions. Workshops are based on various topics aligned to the Parent, Family and Community Engagement Framework such as All About Me – supporting positive parent-child relationships, Keeping it Healthy and Family Literacy workshops support family well-being as other well as other topics. Three additional sessions were introduced in 2021-2022 program year bringing the total number of workshops from seven to ten. These additional sessions are focused on social emotional support and included: Fostering Listening Skills, Resiliency Raising Strong

Children and Nurturing Resilient Children with Positive Expectations and Healthy Family Norms. All ReadyRosie activities including “Modeled Moments” and workshops are available in both English and Spanish.

To prevent and reduce child abuse and neglect, DHS EHS-CCP collaborates with the City of San Antonio Metro Health Department on the implementation of Triple P, a parent training curriculum. Triple P is an evidence-based parenting curriculum that has been shown to reduce child maltreatment among families with a history of maltreatment or with risk factors for maltreatment. During the 2022-2023 program year, four discussion groups were held in the fall of 2022 and four are planned for the spring 2023 at two EHS-CCP child care centers. Discussion groups will provide parents with an overview of positive parenting principles related to four topics: Dealing with Disobedience, Managing Fighting and Aggression, Developing Good Bedtime Routines and Hassle-free Shopping with Children. In addition to each discussion group, parents will be provided an opportunity to receive additional individualized support if requested.

Section 4: Policy Council and Governing Body Training

In accordance with Head Start Performance Standards and the Head Start Act, all Policy Council and Governing Body members receive Head Start orientation and ongoing training throughout the program year. Training topics include Effective Meetings, Council & Committee Structure, Parliamentary Procedures, Roles & Responsibilities, Refunding Application, Community Assessment, Strategic Planning, Self-Assessment, Governance Requirements, Budget Planning & Development, and Content Area Training. Additional training may be provided based on an identified need.

Section 5: Effectiveness of Training and Technical Assistance

Throughout the course of the program year, staff regularly evaluates the effectiveness of

training and technical assistance provided and determines if additional follow-up or re-training is needed. Various evaluation tools, such as surveys, training evaluation forms and focus groups, review of the professional development plans, annual performance reviews, and results of ongoing monitoring are used to determine effectiveness of training and technical assistance. The program uses the DHS EHS-CCP Five-Year Strategic Plan outcomes and the quarterly data reviews to inform the effectiveness of program-wide training and technical assistance.

DHS EHS-CCP is seeking a total of \$64,800 T&TA budget for the continuation of TTA services from August 1, 2023 – July 31, 2024.

National/State Conferences & Workshops

Quality Teaching and Learning

Date	Location	Conference/Meeting	Attendees
Various Dates	Dallas, TX	Region VI Meeting	Program Staff (2)
April 2024	TBD	National Training Institute (NTI) on Effective Practices (Pyramid Model)	Program Staff (2)
May 2024	Hybrid Virtual and Chapel Hill, NC	National Early Childhood Inclusion Institute	Program Staff (2)

Family & Community Engagement

Date	Location	Conference/Meeting	Attendees
December 2023	Orlando, FL	NHSA Parent Conference and Family Engagement Institute	Program Staff and Policy Council Members (2 from EHS-CCP)
Various Dates	Dallas, TX	Region VI Meeting	Program Staff (1)

Health & Safety

Date	Location	Conference/Meeting	Attendees
Various Dates	Dallas, TX	Region VI Meeting	Program Staff (1)

Program Leadership

Date	Location	Conference/Meeting	Attendees
April 2024	Portland, OR	NHSA Annual Head Start Conference	Program Staff (1)
July 2024	TBD	Child Plus	Program Staff (5)
January 2024	Crystal City, VA	NHSA Winter Leadership	Program Staff (1)
Various Dates	TBD	Financial Management/Contracts	Program Staff (2)
Various Dates	Dallas, TX	Region VI Meeting	Program Staff (1)

Local Conferences & Workshops**Quality Teaching and Learning**

Date	Conference/Meeting	Attendees
September 2023	Texas AEYC Annual Conference	Program Staff (6)
March 2024	First 3 Years Annual Conference	Program Staff (4)

Family & Community Engagement

Date	Conference/Meeting	Attendees
November 2023	Family Engagement Symposium	Program Staff, Policy Council Members, and Parents (6)
March 2024	Social Work Conference	Family & Community Support Staff (4)
April 2024	IDRA La Semana del Nino Parent Institute	Program Staff, Policy Council Members, and Parents (6)

May 2024	CAM Messina Child Advocacy Training	Program Staff and Policy Council Members (2)
May 2024	Women's Empowerment Conference	Program Staff, Policy Council Members, and Parents (8)
May 2024	Men's Empowerment Conference	Program Staff, Policy Council Members, and Parents (8)

Health & Safety

Date	Conference/Meeting	Attendees
October 2023	Texas Health Literacy Conference	Program Staff (2)
October 2023	Healthier Texas Summit	Program Staff (1)
March 2024	Nutrition Summit	Program Staff, Policy Council Members, and Parents (10)

Program Leadership

Date	Conference/Meeting	Attendees
November 2024	Texans Care for Children Policy Conference	Program Staff (4)
February 2024	State of District	Program Staff and Policy Council Members, and Parents (6)
April 2024	Education Forum	Program Staff (4)
February 2024	Congress on Children	Program Staff and Policy Council Members, and Parents (4)

Wellness Support

Date	Conference/Meeting	Attendees
August 2023	Pathways to Hope	Program Staff and Policy Council Members, and Parents (2)
October 2023	Ecumenical Center Mental Health Conference	Program Staff (2)
May 2024	South Texas Trauma Informed Care Conference	Program Staff (5)
June 2024	CLARITYCON	Family & Community Support Staff and Mental Health Staff (6)

Onsite Trainings & Conferences**Quality Teaching and Learning**

Titles	
<ul style="list-style-type: none"> • Safe Sleep Practices for Infants • E-LAP and Lap-3 • Infant / Toddler CLASS • Classroom Management • Conscious Discipline in the Classroom • Effectively Using Child Outcome Data • Disabilities/ECI – 101 • School Readiness/HSELOF • PITC • New Teacher Orientation • Reflective Supervision 	<ul style="list-style-type: none"> • Individualization • Language & Literacy • Practice Base Coaching & Coaching Support • Creative Curriculum • Supporting Varying Abilities for Infant and Toddlers • Best Practices in the Early Childhood Classroom • Trauma Informed Care • Pyramid Model

Family & Community Engagement

Titles	
<ul style="list-style-type: none"> • Case Management Training • Community Resources • Effectively Using Family Outcome Data • Disability Resources & Services • ReadyRosie and Parent Engagement • Reflective Supervision 	<ul style="list-style-type: none"> • McKinney-Vento Training • Parent, Family, and Community Engagement • Poverty Training • Domestic Violence • Pyramid Model

Health & Safety

Titles	
<ul style="list-style-type: none"> • Active Supervision for Infants and Toddlers • Car Seat Safety • CPR/First Aid • Child Abuse: Neglect & Prevention • Active Supervision and Playground Safety • Creating Safe Environments 	<ul style="list-style-type: none"> • Effectively Using Health Outcome Data • Health Services in Early Head Start • Nutrition & Early Childhood Education • Emergency Preparedness • Pyramid Model

Program Leadership

Titles	
<ul style="list-style-type: none">• ChildPlus & Data Entry• Effectively Using Child & Family Outcome Data• Governance in Head Start	<ul style="list-style-type: none">• Pyramid Model• Person First Leadership• Reflective Supervision•

Wellness Support

Titles	
<ul style="list-style-type: none"> • Compassion Fatigue • Pyramid Model Parenting Strategies that Work • Behaviors that Challenge Adults 	<ul style="list-style-type: none"> • Self-Care Trauma Informed Care • Wellness Support for Staff • Pyramid Model

Online Trainings & Webinars**Quality Teaching and Learning**

Providers	
<ul style="list-style-type: none"> • Early Childhood Investigation • ELCKC • Office of Head Start • First 3 Years 	<ul style="list-style-type: none"> • ChildrenFlow-Dual Language Learners • Texas A&M Agri-Life Extension • Texas Rising Star • Zero to Three

Family & Community Engagement

Providers	
<ul style="list-style-type: none"> • Early Childhood Investigation • ECLKC • ESC Region XX 	<ul style="list-style-type: none"> • Office of Head Start • T&TA Specialists • Annie E Casey Foundation

Health & Safety

Providers	
<ul style="list-style-type: none"> • Child Safe • ECLKC • Safe Schools • Office of Head Start 	<ul style="list-style-type: none"> • T&TA Specialists • Texas A&M Agri Life Extension • Western Kentucky T/TAS

Program Leadership

Providers	
<ul style="list-style-type: none">• Early Childhood Investigation• ECLKC	<ul style="list-style-type: none">• Office of Head Start• Annie E Casey Foundation

Wellness Support

Providers	
<ul style="list-style-type: none">• Early Childhood Investigation• ECLKC=	<ul style="list-style-type: none">• ESC Region XX• Office of Head Start